

**BUREAU OF ENVIRONMENTAL REMEDIATION/REMEDIAL SECTION**  
**GUIDELINE**  
**SCOPE OF WORK FOR SITE MONITORING**

**BER POLICY#BER-RS-036**

**DATE: 1996**

**PAGES: 3**

The primary objectives of the Site Monitoring Scope of Work are described as follows:

- 1) to submit a Site Monitoring Performance Evaluation Plan ("Plan") to KDHE for review and approval which presents a strategy to monitor the site and/or the effectiveness of corrective action implemented at the site to ensure that KDHE-established corrective action goals or site monitoring goals are attained;
- 2) to implement the KDHE-approved Site Monitoring Performance Evaluation Plan in accordance with the schedule contained within the Plan;
- 3) to submit Site Monitoring Performance Evaluation Reports which document the effectiveness of site monitoring and/or corrective action implemented at the site;
- 4) to propose corrective action measures in the event site monitoring data demonstrate that KDHE-established corrective action goals or site monitoring goals are not, or are not likely, to be attained;
- 5) to submit a Final Site Monitoring Performance Evaluation Report to KDHE for review and approval which provides the appropriate data documenting that KDHE-established corrective action goals or site monitoring goals have been attained; and
- 6) if desired, to submit a Reclassification Plan (RCP) to KDHE for review and approval, which effectively reclassifies a site to resolved status.

This Scope of Work outlines the required elements of the Site Monitoring Performance Evaluation Plan which is to be prepared as a deliverable document. The Site Monitoring Scope of Work shall, at a minimum, include the following components:

**1.0 SITE MONITORING PERFORMANCE EVALUATION PLAN**

A Site Monitoring Performance Evaluation Plan shall be submitted to KDHE for approval which describes the activities necessary to monitor and evaluate the effectiveness of the implemented corrective action, if appropriate, and to ensure that KDHE-established corrective action goals or site monitoring goals are being attained. At a minimum, the Site Monitoring Performance Evaluation Plan shall include: a description of the KDHE-established corrective action goals or site monitoring goals; a site monitoring strategy; a

description of the tasks necessary to implement the Site Monitoring Performance Evaluation Plan; a schedule for implementing the Site Monitoring Performance Evaluation Plan; frequency of site monitoring; a description of the various media to be monitored (ground water, surface water, soil, soil vapor, etc.); a description of quality assurance/quality control (QA/QC) considerations for the laboratory and field; and a description of reporting methods, format, and frequency.

## **2.0 SITE MONITORING PROGRAM**

The effectiveness of site monitoring and/or implementation of corrective action at the site shall be monitored as provided through implementation of the KDHE-approved Site Monitoring Performance Evaluation Plan to determine whether KDHE-established corrective action goals or site monitoring goals are being attained. The schedule and frequency for site monitoring shall proceed according to the schedule within the KDHE-approved Site Monitoring Performance Evaluation Plan.

## **3.0 SITE MONITORING PERFORMANCE EVALUATION REPORTS**

Site Monitoring Performance Evaluation Reports ("Reports") shall be submitted to KDHE in accordance with the schedule contained within the KDHE-approved Site Monitoring Performance Evaluation Plan. At a minimum, the Reports shall include: a narrative description and graphic evaluation of the effectiveness of the corrective action and/or site monitoring to attain KDHE-established goals; laboratory analytical data including summary tables and figures; remedial system operation and maintenance information; remedial system malfunctions or modifications; static water elevation measurements and top-of-casing elevations; a map graphically illustrating the site and associated monitoring wells or other sample point locations; a description of any deviations from the approved sampling procedures; QA/QC data; a contour map of the water level elevation; logs of any newly constructed site wells; and all other relevant site data collected during the reporting period.

If site monitoring demonstrates that KDHE-established corrective action goals or site monitoring goals are not being attained, a document should be submitted to KDHE for approval recommending appropriate corrective action measures. KDHE must be notified within seven days of any significant changes which may diminish the effectiveness of site monitoring and/or the implemented corrective action to protect human health and the environment.

A Final Site Monitoring Performance Evaluation Report must be submitted to KDHE for review and approval which documents that corrective action implemented at the site and/or site monitoring has satisfied KDHE-established corrective action goals or site monitoring goals. Upon approval of the final report, KDHE shall issue a letter confirming

completion of site monitoring or corrective action implemented at the site. At its discretion, the Respondent may submit a Reclassification Plan (RCP) to KDHE for review and approval, which effectively reclassifies the site to resolved status (see RCP Scope of Work).